



CALIFORNIA STATE GOVERNMENT—AN EQUAL OPPORTUNITY EMPLOYER  
—EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGION OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.

# STAFF TOXICOLOGIST (SPECIALIST) CONTINUOUS FILING - OPEN

THIS CANCELS AND SUPERSEDES THE BULLETIN ISSUED OCTOBER 21, 2004.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE, ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

**GENERAL POSITION DESCRIPTION** In the Office of Environmental Health Hazard Assessment, the Staff Toxicologist (Specialist), under general direction, originates, designs, and carries out toxicological studies and investigations; acts as statewide expert on the toxicological properties of chemicals for the purpose of advising on health and environmental problems; interprets and evaluates experimental study results in terms of toxicological properties and hazards, especially in the area of expertise; evaluates, advises, and consults on the adequacy of toxicological data submitted by other organizations; advises on precautionary labeling for hazardous chemicals and products; provides technical consultation in areas such as legislation, rule and regulation promulgation, and policy development; testifies as an expert witness in hearings and court procedures; prepares reports and scientific papers for publication; and may serve in a lead capacity over other scientific and technical staff.

Position(s) exist with the Office of Environmental Health Hazard Assessment in Sacramento and Oakland.

**HOW TO APPLY** Applicants should complete a Supplemental Application examination packet which includes the Examination and/or Employment Application Form (STD. 678) and supplemental application form. Applicants may request the examination packet in writing or by telephone to the address and telephone number listed below. The testing office will accept examination packets on a continuous basis. Examination packets will be kept on file until testing is scheduled. Examination packets may be obtained and filed in person at the following address:

**OFFICE OF ENVIRONMENTAL HEALTH HAZARD ASSESSMENT  
HUMAN RESOURCES BRANCH  
1001 I Street, 19<sup>th</sup> Floor, Room 19-65  
SACRAMENTO, CA 95814  
(916) 445-9376**

or mailed to the following address:

**OFFICE OF ENVIRONMENTAL HEALTH HAZARD ASSESSMENT  
HUMAN RESOURCES BRANCH  
P.O. BOX 67  
SACRAMENTO, CA 95812-0067**

**DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD.**

**APPLICATION DEADLINE** For the continuous filing examinations, a closing date for a scheduled testing will be announced on a separate rider bulletin. Examination packets postmarked, personally delivered or received via interoffice mail must be received no later than the closing date. Examination packets postmarked or received **AFTER** the closing date will be held for the next examination.

**CROSS-FILING INFORMATION** If you meet the entrance requirements for this class and the Associate Toxicologist, you may file for both examinations on a single application. Indicate the complete title of each examination for which you are applying on the Examination and/or Employment Application Form (STD. 678). Acceptance into additional classes may not be considered after the closing date.

**SALARY RANGE** **\$6,404-7,747 per month**

**REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION** **NOTE: All applicants must meet the education and/or experience requirements for this examination by the closing date. It is your responsibility to make sure you meet the minimum qualifications for this examination by the closing date. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.**

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either" I, "or" II, "or" III, etc. For example, candidates possessing qualifying experience amounting to 50 percent of the required time of Pattern I, and additional experience amounting to 50 percent of the required time of Pattern II, may be admitted to an examination as meeting 100 percent of the overall experience requirement.

**MINIMUM QUALIFICATIONS**

**Either I**

Two years of experience in the California state service performing the duties of an Associate Toxicologist, Range B. (Applicant must indicate date of Range B appointment or your application will be rejected.) **AND**

Possession of a Doctoral Degree in Toxicology, Biochemistry, Pharmacology, or a closely related specialty.

**Or II**

Three years of postdoctoral experience in toxicology or closely related field. This experience must have included the interpretation of toxicological findings relative to probable human health or aquatic life hazards and one year of experience in the development and design of toxicological research and investigative studies. **AND**

Possession of a Doctoral Degree in Toxicology, Biochemistry, Pharmacology, or a closely related specialty.

**REQUIRED APPLICATION INFORMATION** **All applications/resumes must include “to” and “from” dates (month/day/year), time base, and civil service class titles to compute the amount of qualifying experience.**

**PROOF OF EDUCATION - Applicants are required to provide proof that they meet the education requirement for one of the patterns specified in the minimum qualifications. A copy of your official university/college transcript confirming the award of your degree must be accompanied with your application.**

**NOTE: Applications/resumes received without this information will be rejected.**

**EXAMINATION INFORMATION** **SUPPLEMENTAL APPLICATION – WEIGHTED 100 PERCENT**

This is an open examination. Applications will NOT be accepted on a promotional basis. Career credits do not apply. A candidate may be tested only once during any testing period. The testing periods for this examination are bi-annually unless the needs of the Department warrant a change in the testing periods.

**INTERVIEWS WILL NOT BE HELD.** The examination will consist of a supplemental application only. The supplemental application is designed to elicit a range of specific information regarding each candidate’s knowledge, abilities, and potential

EXAMINATION INFORMATION (cont.)	<p>to effectively perform the duties relative to the classification. Information on the supplemental application will be used to assess, on a competitive basis, each candidate's relevant training and experience. In order to obtain a position on the eligible list, a minimum rating of 70 percent must be attained on the supplemental application.</p> <p><b>Scope:</b> In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis will be on measuring competitively, relative to job demands, each competitor's:</p> <div><div>A</div><div><b>Knowledge of:</b><ol style="list-style-type: none"><li>General principles of toxicology, with emphasis in environmental and occupational health concerns.</li><li>Laboratory and testing procedures for toxicological investigations.</li><li>Principles and procedures of risk assessment.</li><li>Provisions of laws, rules, and regulations pertaining to the use, processing and handling of toxic substances.</li><li>Principles of toxicology and public health applicable to the recognition, identification and quantification of relative hazards from exposure to chemicals in the environment.</li><li>One or more specialized areas in toxicology.</li></ol></div></div> <div><div>B.</div><div><b>Ability to:</b><ol style="list-style-type: none"><li>Evaluate research studies in the fields of toxicology and pharmacology for application to issues of public health.</li><li>Work cooperatively with outside agencies and departmental staff.</li><li>Interpret and apply environmental and public health standards.</li><li>Communicate effectively.</li><li>Analyze situations accurately and take effective action.</li><li>Provide leadership in the evaluation and development of programs to implement toxicological practices and procedures on a statewide basis.</li><li>Function as a specialist in one or more phases of toxicology.</li></ol></div></div>
SPECIAL TESTING ARRANGEMENT	If you have a disability and need special arrangements, mark the appropriate box for Question 2 of the Examination and/or Employment Application (STD. 678). You will be contacted to make specific arrangements.
ELIGIBLE LIST INFORMATION	Names of successful competitors are merged into the list in order of final scores, regardless of date. Eligibility expires 18 months after the list is established.
VETERANS PREFERENCE	Veterans preference credit will not be granted in this examination since it does not qualify as an entrance examination under the law.
QUESTIONS?	If you have any questions concerning this announcement, please contact the Office of Environmental Health Hazard Assessment, Examination Unit, at (916) 445-9376.

GENERAL INFORMATION

**For an examination** without a written feature it is the candidate's responsibility to contact the Office of Environmental Health Hazard Assessment at (916) 445-9376, three weeks after the final filing date if he/she has not received a progress notice.

**Applications** are available at the State Personnel Board offices, local offices of the Employment Development Department, and the department noted on the other side of this bulletin. Applications may also be downloaded from the websites at [www.oehha.ca.gov](http://www.oehha.ca.gov) under Job Opportunities or at [www.spb.ca.gov](http://www.spb.ca.gov).

**If you meet the requirements** stated on the other side of this bulletin, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

**The Office of Environmental Health Hazard Assessment** reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

**Eligible Lists:** Eligible lists established by competitive examination regardless of date, must be used in the following order: (1) subdivisional promotional, (2) departmental promotional, (3) multidepartmental promotional, (4) service wide promotional, (5) departmental open, and (6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

**Veterans Preference:** California law limits the granting of veterans preference points in open entrance and open non-promotional examinations. Credits in open entrance examinations are granted as follows: 10 points for veterans, widows, or widowers of veterans, and spouses of 100 percent disabled veterans; and 15 points for disabled veterans. Credits in open non-promotional examinations are granted as follows: 5 points for veterans; and 10 points for disabled veterans. Directions for applying for veterans preference are on the Veterans Preference Application Form which is available from the State Personnel Board office, written test proctors, and the Department of Veterans Affairs, P.O. Box 1559, Sacramento, CA 95807.

**High School Equivalence:** Equivalence to completion of the 12<sup>th</sup> grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

**Career Credits:** In open, nonpromotional examinations, career credits are granted to: 1) State employees with permanent civil service status, 2) full-time employees of the State who are exempt from State civil service pursuant to the provisions of Section 4 of Article VII of the California Constitution, and who meet all qualification requirements specified by the Board and have 12 consecutive months of service in an exempt position, and 3) individuals who have served one full year in, or are graduates of, the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination. Such examinations cannot be for managerial positions described in Government Code Section 3513. Competitors not currently employed in State civil service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their civil service status in the appropriate section of the Employment Application Form STD. 678. (Section 4 of Article VII of the California Constitution is posted at the State Personnel Board, 801 Capitol Mall, Sacramento, California.)

TDD is Telecommunications Device of the Deaf and is reachable only from phones equipped with a TDD Device.

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HUMAN RESOURCES BRANCH  
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## **NOTICE OF CLOSING DATE**

DATE OF NOTICE: October 10, 2008

EXAMINATION TITLE: **STAFF TOXICOLOGIST (SPECIALIST)**

EXAM CODE: 8BY03-02

**CLOSING DATE: October 30, 2008**

This notice is to announce the closing date for examination packets for the Staff Toxicologist (Specialist) examination.

Examination packets must be postmarked, personally delivered, or received via interoffice mail no later than **October 30, 2008**. Examination packets postmarked or received **AFTER** this closing date will be held for the next examination.

For more information about the examination, please refer to the exam announcement. If you have any questions, please call the Office of Environmental Health Hazard Assessment's Examination Unit at (916) 445-9376.